

CITY OF HOUSTON

Job Posting

ALL PERSONS INTERESTED 1 Applications accepted from

> Job Classification Microbiologist II Posting Number PN# 107184

Department **Health & Human Services Department**

Division Office of Surveillance and Public Health Preparedness

Section **Laboratory Support Services Section**

Reporting Location 1115 S. Braeswood Workdays & Hours M - F, 8 a.m. - 5 p.m.*

> (Some evenings & weekends) *Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs technical bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.

CORE FUNCTIONS

- Lead person for specimen processing-sample receiving, demographics entry and sample distribution throughout all Laboratory sections.
- Lead person for QA/QC activities for the Support Services Section.
- Assists Training Coordinator in delivering training needs of the Bureau of Laboratory Services.
- Preparation of microbiological media, as needed.
- Operation of steam autoclaves for media preparation and sterilization of laboratory wastes for disposal, as needed.
- Performs other duties, as assigned.

WORKING CONDITIONS

This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

MINIMUM EDUCATIONAL REQUIREMENTS

A Bachelor degree in Biology, Bacteriology, Microbiology or a closely related field is required.

12 **MINIMUM EXPERIENCE REQUIREMENTS**

One (1) year of experience in laboratory work dealing with bacteriology, serology or virology is required.

13 **MINIMUM LICENSE REQUIREMENTS** None

14 **PREFERENCES**

- Experience in a public health or clinical laboratory is preferred.
- Experience in centralized sample processing for a clinical laboratory is preferred.
- Some evenings and weekends/holidays schedule needed.

15 SELECTION/SKILLS TESTS REQUIRED None

16 SAFETY IMPACT POSITION

This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

17 **SALARY INFORMATION GENERAL FUND POSITIONS**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 17

\$992 - \$1,345 Biweekly \$25,792 - \$34,970 Annually

OPENING DATE October 19, 2005

CLOSING DATE Open Until Filled

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9471.

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